**PONDEROSA FIRE DISTRICT (PFD) GOVERNING BOARD**

**REGULAR BOARD MEETING**

Held September 16th, 2021

at Ponderosa Fire District Station 82

11951 W. Shadow Mountain Drive

Bellemont, AZ 86015

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1. **Call to Order/Roll Call:** Chairman Mark Christian called the regularly scheduled Board meeting to order at 6:09 p.m.

**Members Present: Members Absent:**

| Mark Christian, Chairman  Kurt Wildermuth, Vice-Chairman  Marina Mitchell, Member  Thomas Humphrey, Clerk | Rick Tomjack, Member |
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**Fire District Personnel Present:**

| Lee Antonides, Fire Chief |
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**Members of the Community: Guests:**

|  | Paul Fox, Manager with Stephens & Co. |
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1. **Pledge of Allegiance**
2. **Call to the Public – NONE**
3. **Approval of Minutes** 
   1. *Review of Regular Board Meeting minutes of Thursday, August 19th, 2021*

Action: Stand approved as written, with the changes discussed.

* 1. *Review of Special Board Meeting minutes of Thursday September 9th 2021*

Action: Stand approved as written.

1. **Financial Reports** 
   1. *Discussion and possible action regarding fiscal year-end financial reports – August 31th, 2021*
      1. Paul discusses the financial reports ending August 31st 2021. October/November is when we will see the bulk of the tax revenue coming in. Chairman Christian asked how the district was doing budget wise. Paul Fox discussed where the district was with the budget.

Action: Member Kurt Wildermuth makes a motion to accept the financial reports ending August 31st 2021, Chairman Mark Christian seconds,unanimous.

1. **Chiefs Summary and Report**

a. Year to date we have had 276 requests for service. Last year we had around 225 calls, which means we are up 51 calls this year. Since last board meeting we have had 33 requests for service, some significant calls were on 9/6 we were dispatched for a Vehicle fire, MP 190, on 9/5 we had an MVA near A-1, involving a UTV rollover with 2 pts and lastly on 8/26 we had a call at Pilot for a respiratory arrest. We have submitted for the Assistance to Firefighters grant for a Type 1 engine, we should hopefully hear back at the end of september. Then we have the Department of Forestry and Fire Management grant, which we have put in for a Type 6 engine and a command/communications vehicle for the department. We have had no subscriptions since the last board meeting. There is no change on the residential and commercial development within the district. We are currently billing for both the Telegraph Fire and the Monument Fire. Since the last board meeting we have received a check from capstone totaling $52,203.06 for 26 homes. There are 33 homes remaining to be paid for. Station 82 expansion status: Preliminary floor plan determined. Exterior walls of addition will be cement blocks due to cost and local availability. We had the pre application meeting with Coconino County Community Development, everything looks good, some additional information needed before application.

1. **Old Business**
   1. **Discussion and possible action regarding the revisions made to the 20.09 Accident Reporting and Investigation.**
      1. The board members wanted to see some verbiage change and ask questions to better understand the policy. They want to see changes made and revisit it next month.

Action: Carried over till next month. With all the changes, this will be resubmitted next month for review.

* 1. **Discussion and possible action regarding the Strategic Planning Committee**
     1. Board members Thomas Humphrey and Mark Christian have volunteered to be on the Strategic Planning Committee.

Action: Member Marina Mitchell makes a motion to appoint Mark Christian and Clerk Thomas Humphrey to the strategic planning committee, Member Kurt Wildermuth seconds. Unanimous.

1. **New Business**
   1. **Discussion and possible action regarding transferring funds from the Capital to the General Fund for approved SCBA purchase.**
      1. The board discussed transferring $83,137.73 from the capital fund to the general fund for the previously approved SCBA purchase.

Action: Chairman Mark Christian makes a motion to move $83,137.73 from the capital fund to the general fund and to return the above amount back to the capital fund as soon as possible. Clerk Thomas Humphrey seconds. Unanimous.

1. **Possible Executive Session–** *The Board may vote to go into an Executive Session on any agenda item, which will not be open to the public, pursuant to A.R.S. 38-431.03(A)(3)*
2. **Adjournment –** At 6:57 p.m. Member Kurt Wildermuth made a motion to adjourn the September 16th, 2021 Regular Board Meeting, member Marina Mitchell seconded; unanimous.

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Mark Christian, Board Chairman